

2/14/86

TO: AMATEUR RADIO CLUB
FROM: ASI CODES & BYLAWS COMMITTEE

AFTER REVIEWING YOUR BYLAWS, I FOUND NUMEROUS CHANGES AND ADDITIONS WHICH MUST BE MADE. THEY ARE:

- ① IN THE PREAMBLE, YOU MUST INCLUDE THE FOLLOWING STATEMENT
put in new article on charter "IT IS THE INTENT OF THIS ORGANIZATION TO ABIDE BY PERTINENT, STATE, UNIVERSITY, AND ASI REGULATIONS."
- ② IN ARTICLE II, YOU MUST INCLUDE THE FOLLOWING STATEMENTS
 - a. "ONLY ACTIVE MEMBERS MAY ~~PARTICIPATE IN MEETINGS~~, BE ELECTED TO OFFICE, VOTE, ~~DEBATE~~, OR REPRESENT THE ORGANIZATION," *on an official basis*
 - b. *on charter* "THERE MAY BE NO MEMBERSHIP DISCRIMINATION ON THE BASIS OF RACE, SEX, RELIGION, NATIONAL ORIGIN, OR SEXUAL PREFERENCE."
 - c. *general law* "THIS ORGANIZATION OR ANY OF ITS MEMBERS SHALL NOT CONSPIRE TO COMMIT ANY ACT WHICH CAUSES OR IS LIKELY TO CAUSE BODILY DANGER, OR PHYSICAL OR EMOTIONAL HARM TO ANY MEMBER OF THE CAMPUS COMMUNITY."
- ③ IN ARTICLE IV, YOU MUST INCLUDE THE FOLLOWING STATEMENTS
 - a. *on charter* "OFFICERS MUST HAVE AT LEAST 2.0 CAL POLY CUMULATIVE GPA AT THE TIME OF NOMINATION AND ELECTION, AND MUST MAINTAIN AT LEAST A 2.0 GPA WHILE IN OFFICE."
 - b. AN OFFICER MUST BE DESIGNATED TO FILL OUT A YEAR END REPORT & SUBMIT IT TO THE STUDENT LIFE & ACTIVITIES DEPT. TWO WEEKS AFTER ELECTIONS.

- ④ UNDER ARTICLE II, YOU MUST INCLUDE THE FOLLOWING STATEMENTS
- a. YOU MUST STATE WHICH FORM OF PARLIAMENTARY PROCEDURE (RULES OF ORDER) WILL BE FOLLOWED. THE ASI USES ~~III~~ "STURGIS RULES OF ORDER TO REFER TO FOR ALL PARLIAMENTARY PROCEDURES NOT COVERED BY THESE BYLAWS."
 - b. YOU MUST ALSO STATE WHAT PART OF YOUR ACTIVE MEMBERSHIP CONSTITUTES A QUORUM AT ANY MEETING.
- ⑤ UNDER ARTICLE VII, YOU MUST INCLUDE THE FOLLOWING STATEMENT
- "FUNDS MUST BE ADMINISTERED THROUGH THE ASI ACCOUNT SERVICE AND WITHIN ASI POLICIES AND PROCEDURES."
- on the charter*
- ⑥ UNDER ARTICLE IX, ~~SECTION D~~ SECTION D, THAT STATEMENT SHOULD READ, "AMENDMENTS MUST BE APPROVED BY THE CODES & BYLAWS COMMITTEE, STUDENT SENATE, AND THE UNIVERSITY BEFORE BECOMING EFFECTIVE."
- ⑦ UNDER ARTICLE XI, YOU MUST INCLUDE THE FOLLOWING STATEMENT
- "THESE BYLAWS SHALL BE IN ACCORDANCE WITH THE ASI BYLAWS AND CODES, AND THE POLICIES OF THE UNIVERSITY."
- ⑧ YOU SHOULD ALSO CREATE AN ARTICLE FOR AN ADVISOR. IT SHOULD STATE, AT LEAST, "THE ADVISOR SHALL BE A MEMBER OF THE TEACHING OR ADMINISTRATIVE FACULTY OR STAFF WHO SHALL BE APPROVED IN ADVANCE BY HIS/HER RESPECTIVE DEPARTMENT HEAD AND SCHOOL DEAN."

4) UNDER ARTICLE VI, YOU MUST INCLUDE THE FOLLOWING STATEMENT:
"THE ASI BOARD SHALL BE RESPONSIBLE FOR THE ADMINISTRATION OF THE ASI PROGRAM AND THE POLICIES OF THE ASI PROGRAM SHALL BE IN ACCORDANCE WITH THE POLICIES OF THE UNIVERSITY."
5) YOU SHOULD ALSO CREATE AN ADVISORY BOARD. THE ADVISORY BOARD SHALL BE A GROUP OF THE TEACHING OR ADMINISTRATIVE FACULTY OR STAFF WHOSE ALL FE APPOINTED IN ADVANCE BY THE HIGHER EDUCATION DEPARTMENT AND THE SCHOOL DEAN."
6) UNDER ARTICLE IV, SECTION 1, THAT STATEMENT SHOULD READ: "AMENDMENTS MUST BE APPROVED BY THE CODES & BYLAWS COMMITTEE, STUDENT SENATE, AND THE UNIVERSITY BEFORE BECOMING EFFECTIVE."
7) UNDER ARTICLE IV, SECTION 1, THAT STATEMENT SHOULD READ: "AMENDMENTS MUST BE APPROVED BY THE CODES & BYLAWS COMMITTEE, STUDENT SENATE, AND THE UNIVERSITY BEFORE BECOMING EFFECTIVE."
8) UNDER ARTICLE VI, YOU MUST INCLUDE THE FOLLOWING STATEMENT:
"THE ASI BOARD SHALL BE RESPONSIBLE FOR THE ADMINISTRATION OF THE ASI PROGRAM AND THE POLICIES OF THE ASI PROGRAM SHALL BE IN ACCORDANCE WITH THE POLICIES OF THE UNIVERSITY."
9) YOU MUST ALSO STATE WHAT PART OF YOUR ACQUISITION OF THE ASI PROGRAM CONSTITUTES A DISBURSMENT OF ANY MEETING.

④ NOTE ALL CHANGES MADE ON THE RETURNED COPY OF YOUR BYLAWS.

AFTER THE ADDITIONS & CHANGES HAVE BEEN MADE, YOU SHOULD RETURN NEW COPIES OF YOUR BYLAWS FOR APPROVAL. ONCE THEY HAVE BEEN APPROVED BY MY COMMITTEE, I WILL FORWARD THEM TO THE STUDENT SENATE FOR THEIR APPROVAL. I WILL NOTIFY YOU OF THE DATE OF THAT MEETING SO YOU CAN SEND A REPRESENTATIVE TO ANSWER ANY QUESTIONS. IF YOU HAVE ANY QUESTIONS, PLEASE FEEL FREE TO CONTACT ME @ 541-5337 OR LEAVE A NOTE IN THE ASI OFFICE WITH YOUR NAME & PHONE NUMBER. THANK YOU FOR YOUR COOPERATION.

Ken Badoumar

CHAIRMAN, ASI CODES & BYLAWS
COMMITTEE

